

Food Safety and Inspection Service Human Resources Field Office

Butler Square West Suite 420C 100 North 6th Street Minneapolis, MN 55403 (612) 370-2000 (800) 370-3747 toll-free

TEST SCHEDULE FOOD INSPECTOR, GS-1863-5 AND 7 EFFECTIVE January 15, 2003

Applications are being accepted for the Food Inspector occupation at the GS-5 and GS-7 grade levels. To be considered for this occupation applicants must meet the qualification requirements described in Announcement No. FSIS-1863-1, <u>AND</u> pass a written test.

To receive consideration for Federal Employment as a Food Inspector, *you MUST* submit the *following:*

 The Optional Application for Federal Employment (OF-612), <u>OR</u> the Optional Food Inspector Questionnaire (R&E-1863), <u>OR</u> a resume, <u>OR</u> any other application format of your choice. Be sure to follow the instructions for completion provided in the Food Inspector Competition Notice.

You MUST keep a copy of your application/resume for your records since one is needed each time you sign up to take the test. If you fail to show up for a scheduled test, for any reason, your application will NOT be returned to you.

A completed Test Scheduling Card (on the last page of the Competition Notice). Indicate ONLY
ONE test location in block 5. You must choose a location from those listed on the back of this
notice.

YOUR OF-612, OR R&E-1863, OR RESUME, <u>AND</u> TEST SCHEDULING CARD MUST BE POSTMARKED NO LATER THAN THE DEADLINE FOR THE APPROPRIATE MONTH LISTED ON THE REVERSE PAGE. If, upon review of your OF-612, or R&E-1863, or resume, it is determined that you qualify for this occupation, your Test Scheduling Card will be processed and you will be registered to take the test.

NOTIFICATION OF THE EXACT DATE, TIME, AND LOCATION OF THE TEST WILL BE SENT TO YOU IN WRITING APPROXIMATELY TWO WEEKS BEFORE THE TEST. TESTS WILL NOT BE SCHEDULED BEFORE THE 10^{TH} OF THE MONTH.

If your OF-612, or R&E-1863, or resume does not clearly demonstrate that you meet the qualification requirements for this occupation, your application and Test Scheduling Card will be returned to you unprocessed. Failure to submit a completed OF-612, or R&E-1863, or resume, WITH your Test Scheduling Card will result in the return of your Test Scheduling Card with no action taken.

The test/site schedule for April 2003 to June 2003 is listed on the back side of this notice. Please note: every effort is made to ensure that test locations are designated to allow all prospective qualified applicants an opportunity to compete for the Food Inspector occupation. Locations designated for testing may not be locations where positions will be filled in the next quarter. **The next schedule will be available on April 15, 2003**, and can be obtained from the above address or phone number.

Although your application and test scheduling card need not be postmarked until the deadline listed below, it is to your advantage to submit them as far in advance as possible. Should a determination be made that your application does not demonstrate the qualifications for the food inspector occupation, early submission may allow sufficient time for the return of your application and give you the opportunity to rework and resubmit it (along with your test scheduling card) for reconsideration by the required postmark date.

Test Scheduling Card & Application Must be postmarked by: February 15, 2003

For

Test Site Locations in April 2003

Birmingham, AL	Dodge City, KS	Philadelphia, PA
Sacramento, CA	Bowling Green, KY	Florence, SC
Grand Junction, CO	Detroit, MI	Sioux Falls, SD
Dover, DE	Oxford, MS	Memphis, TN
Macon, GA	Wilkesboro, NC	Pasco/Richland, WA
Storm Lake, IA	New York, NY	Eau Claire, WI
Chicago, IL	Oklahoma City, OK	Moorefield, WV

Test Scheduling Card & Application

Must be postmarked by: March 15, 2003

For

Test Site Locations in May 2003

Fayetteville, AR	Baltimore, MD	Scranton, PA
San Diego, CA	Grand Rapids, MI	Shelbyville, TN
Fresno, CA	Worthington, MN	Big Spring, TX
Terre Haute, IN	St. Louis, MO	Salt Lake City, UT
Lexington, KY	Hattiesburg, MS	Harrisonburg, VA
Baton Rouge, LA	Rocky Mount, NC	Madison, WĪ
Dooton MA	Lagrand NIC	

Boston, MA Kearney, NE

Test Scheduling Card & Application

Must be postmarked by:

<u> April 15, 2003</u>

For

Test Site Locations in June 2003

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	Hickory, KY	Sandusky, OH
San Francisco, CA	Shreveport, LA	New Holland, PA
Los Angeles, CA	Kansas City, MO	Columbia, SC
Pueblo, CO	Charlotte, NC	Knoxville, TN
Gainesville, GA	Grand Forks, ND	San Antonio, TX
Des Moines, IA	Vineland, NJ	Spokane, WA
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Liberal, KS Buffalo, NY

You must wait one year after passing the test to retake it. The old test score is retained for applicants who fail to observe that one-year waiting period, and their one-year waiting period begins with the last date they tested. If you do <u>not</u> pass the test, you may retake it again right away.